## **United States Department of Agriculture**



Natural Resources Conservation Service 375 Jackson Street, Suite 600 St. Paul, MN 55101-1854

To be sent via e-mail

October 9, 2003

MINNESOTA BULLETIN NO. 260-4-1

SUBJECT: INF - USDA EQUAL OPPORTUNITY STATEMENT

<u>Purpose</u>. To remind employees to use the USDA Equal Opportunity Statement, as required.

Expiration Date: September 30, 2004.

Below is the text of the USDA's Equal Opportunity Statement:

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, or marital or family status. (Not all prohibited bases apply to all programs). Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer.

Use of this statement is required on all newly-produced materials, as well as for reprints or revisions to existing publications and web sites. All materials produced for public information, public education, and public distribution must include this statement. Please remember that this requirement applies to all materials paid for with USDA funds. However, this requirement does not apply to materials for publication in the Federal Register.

Please review USDA's Public Information Policy, Departmental Regulation No. 4300-3 issued November 16, 1999 by the Office of Civil Rights, for additional information on the use of the USDA Equal Opportunity Statement. Please direct all questions on the use of this statement to Julie MacSwain, Public Affairs Specialist, at 612-602-7859 or e-mail, <a href="mailto:julie.macswain@mn.usda.gov">julie.macswain@mn.usda.gov</a>.

WILLIAM HUNT State Conservationist

DIST: AE